

Policy: AD-04-04

Policy Title: Emergency Response Plan

Policy Purpose: Emergency preparedness

Implementation Date: 10/21/2004

Revision Date: N/A

**TOWN OF WESTFIELD
PUBLIC WORKS DEPARTMENT
EMERGENCY RESPONSE PLAN**

The department will maintain an emergency response plan and make it readily available to all associates within the department. As a guideline the plan should be updated as necessary, but no less than quarterly.

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